



**AUDLEM**  
PARISH COUNCIL

## **AUDLEM PARISH COUNCIL**

Clerk: **Owen Hembry**

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Audlem

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### **To Members of the Council**

You are hereby summoned to attend the **Annual General Meeting** of Audlem Parish Council to be held on **Monday 10<sup>th</sup> May 2021** at **7.00pm**. To be held at Audlem Public Hall subject to current Government Social distancing restrictions being in place. As a consequence places are very limited and any member of the public **MUST** confirm their intention to attend the meeting in advance to the Clerk as entry will as a result be refused without confirmation. We are trying to establish a 'virtual' option to attend. Please contact the Clerk if you wish to attend 'virtually'.

### **AGENDA**

#### **23/21 Chair's report and introduction**

To receive a report from the Chair of the preceding 12 months including an overview and outline of the Council's plans going forward.

#### **24/21 Clerk appointment**

Owen Hembry to be formally introduced as the new Clerk appointed with effect from Tuesday 4 May 2021 with the Interim Clerk remaining to support the Clerk in the handover for a period (to be finalised).

#### **Parish Elections May 2021**

In the absence of a requirement to hold a Parish Council election, Cllrs C Gresty, R Warburton, P Salt, A Bicknell, M Duys, J Sansom, J Bower, J McGregor and D Winskill are re-elected unopposed.

#### **25/21 Appointment of Chairperson**

To appoint a Chair.

#### **26/21 Appointment of Vice Chairperson**

To appoint a new Vice Chair.

#### **27/21 Apologies:**

To receive apologies for absence.

#### **28/21 Councillor vacancies and Co-option of new Members**

There are currently 3 vacancies on the Parish Council which have, or are currently being advertised as Casual vacancies in accordance with current governance guidelines. There is one new co-option application for consideration which will be considered under 'Confidential Matters'

#### **29/21 Public speaking open forum and Public participation**

The Parish Council will consider any requests from members of the public to address the meeting. However any requests to discuss items of business on the agenda and/or relevant Parish matters will be at the Chair's discretion whether these requests will be granted, and if invited to speak, individual members of the public will be allowed to speak for up to a maximum of three minutes. NB: no decision can be made on these matters but they may be placed on a future agenda of the Council.

#### **30/21 Request for dispensation**

To receive requests for dispensations to speak and/or vote on any matter where a Member has a disclosable pecuniary interest .

### **31/21 Declarations of Interest**

To receive declarations by elected and co-opted members of interests in respect of items on this agenda. Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registerable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.) Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registerable or other interests. If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the clerk at least 24 hours in advance of the meeting.

### **32/21 Minutes**

To authorise the chairperson to sign the minutes of the last meeting held 12 April 2021 as a true record.

### **33/21 Matters arising**

To consider any matters arising from the Minutes of the last meeting held 12 April 2021

### **34/21 Sub-committee structure**

To consider updates on membership of any/all subgroups. Members to receive and approve on previously circulated schedule of working groups to date.

### **35/21 Financial matters**

- Members to receive a report from Cllr P Salt of the Finance Sub Committee (FSC) meeting held 28 April 2021 which included the Bank reconciliation to 31 March 2021 (as considered and approved by the FSC) and the schedule of payments as prepared by the Clerk (see draft Minutes of last FSC meeting) The Interim Clerk has completed the year ending 31 March 2021 and reported the findings to the FSC with AGAR information to be made available to the Internal Auditor who has confirmed his availability.
- Members to consider the Bank reconciliation for the bank account period ending 6 May 2021 (previously circulated).
- Clerk is scheduled to provide an extract of all Turnpike Field expenditure transactions that can be positively identified.

### **34/21 Planning Reports**

The Clerk has reported a possible breach of planning regulations on a property purporting to be on Old Vicarage Lane whereby detritus appears to have been dumped down the embankment towards the brook and footpath.

#### **Planning Decisions:**

There are no planning decisions reported.

#### **Planning Withdrawals:**

There are no planning withdrawals reported.

#### **Planning Applications:**

**21/1978N** Prior approval of a single storey rear extension extending 3.9475 metres beyond the rear wall, maximum height of 3.30 metres and eaves height of 2.40 metres. 14 CHURCH VIEW, AUDLEM, CW3 0HN

### **35/21 Working Groups**

Brief discussion opportunity for all Members having received the Addendum showing all planned working groups going forward.

- Turnpike Field Working Group report and submission to Council. Cllr McGregor to present the car park design briefing submission from the Working Group for consideration by the Council.
- If appropriate to receive reports from any groups/sub groups not that require consideration.  
To consider any action concerning the Community Emergency Plan

- Cllr Warburton to present any action or support for ACER and the Cheshire East Council Town and Parish Councils Carbon toolkit which has been circulated to Members. The link to which is:- [cheshireeast.gov.uk/environment/carbon-neutral-council/carbon-neutral-council.aspx](http://cheshireeast.gov.uk/environment/carbon-neutral-council/carbon-neutral-council.aspx)
- Cllr Winskill to provide a brief update on activities in association with ADAS

**36/21 Clerks report**

Clerk to report on any matters not included elsewhere.

**37/21 Report from Ward Councillor**

To receive any information updates from CEC Cllr Bailey

**38/21 Parish Councillor Matters**

Councillors to report on any other matter not covered elsewhere.

**39/21 Correspondence**

The Interim Clerk to report any new correspondence that has not been previously circulated to, or by Members.

**40/21 Grant applications**

- \*To consider a grant application from ADAS towards the costs of Spring Planting (previously circulated).
- \*To respond to an enquiry on behalf of Audlem and District Community Action (ADCA) to ask when details of the Council's 2021 Grant Scheme will be made available.
- ADAPT have been notified that grant applications were now being considered in this fiscal year. There is an outstanding grant request on behalf of ACER totalling £172.80 for consideration.

**42/21 Items for future agenda**

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate nor decision making.

**43/21 DATE OF NEXT MEETING**

Until further notice the Parish Council monthly meetings will be held on the second Monday of each month. Members to consider the date of the next meeting of the Parish Council currently set as being held at **7.00pm on MONDAY 14<sup>th</sup> June 2021** which will be held at Audlem Public Hall or via an online meeting facility (subject to prevailing Covid distancing rules and may need to be decided nearer the time).

Future planned dates, 12 July 2021. NO meeting in August 2021, 13 September 2021, 11 October 2021, 8 November 2021, 13 December 2021, 10 January 2022, 14 February 2022, 14 March 2022, It should be noted that meeting dates are subject to change and in view of the ongoing Covid situation may either be live and or a combination of live and 'virtual' meetings until guidelines permit otherwise.

**Important Meeting Notes:-**

N.B. Audlem Parish Council remains quorate providing at least one third of all Members are present with not less than 3 Members present. (See STO item 3:u)

Please note that as per the Standing Orders policy contributions or speeches by a Councillor shall relate only to the motion under discussion and shall not exceed 3 minutes without the consent of the Chairperson of the meeting.

**To members of the public**

Please note that as per the Standing Orders policy the period of time designated for public participation at a meeting shall not exceed 15 minutes unless directed by the Chairperson of the meeting. Subject to this a member of the public shall not speak for more than 3 minutes.